DATE: August 7, 2018

HSS 18 024

Administrative Fair Hearing Officer

for

The Division of Management Services

Date Due: August 31, 2018
By 11:00 a.m. Local Time

ADDENDUM # 3
Divisional Requirements

PLEASE NOTE: The attached page replaces the Divisional Requirements for The Division of Health Care Quality. The following sheet hereby become part of the above mentioned RFP.

___________________________
Kimberly Jones
Procurement Administrator

___________________________
Terrell Copeland
Purchasing Coordinator II
THE DIVISION OF HEALTH CARE QUALITY

The Contractor must serve as an administrative hearing officer for the Division of Health Care Quality with the following tasks and objectives:

1) Preside over all administrative hearings related to the Division upon request. Including, but not limited to:
   • License suspension and license denial
   • Adult Abuse Registry
   • Second level appeals of Federal citations (IIDR)
   • Resident discharge appeals
   • Appeals of Civil Money Penalties levied by the Division
   • Appeals of suspensions or revocations of certification(s) of Certified Nursing Assistant(s).

2) Review all written and oral testimony.

3) Render written findings to the parties within thirty (30) calendar days after the administrative hearing and receipt of any post-hearing submissions. Failure to submit the written decision/disposition timely will result in a late fee of $50.00 being assessed and deducted from the invoice for that hearing.

4) Attend training or meetings upon request.

5) The Contractor must maintain a significant level of familiarity with the State and Federal laws and regulations for facilities and agencies licensed by the Division.

6) The Contractor and the Division will agree on the Contractor's availability for hearings and the Division will schedule accordingly and may schedule hearings in all three counties.